

# County of Warren Corrections Police Department

175 County Route 519 South  
Belvidere, NJ 07823

908-475-7900  
908-475-5953 Fax

**Warden:**

Kenneth J. McCarthy  
908-475-7902  
908-475-7915 Fax  
[kmccarthy@co.warren.nj.us](mailto:kmccarthy@co.warren.nj.us)



**Deputy Warden:**

Daniel M. Broesder  
908-475-7903  
[dbroesder@co.warren.nj.us](mailto:dbroesder@co.warren.nj.us)

## **RECRUITMENT PROGRAM / PLAN**

### **GOALS and OBJECTIVES**

The goal of the Warren County Correctional Center's Recruitment Plan is to attract qualified individuals to pursue a career with the Warren County Correctional Police Department. The objective is to achieve an overall racial and gender composition of the department in comparison to the population of the communities we serve. Through various officer-recruiting activities, the Corrections Department will make a good faith effort in meeting specific goals for recruiting a diverse workforce, in terms of race, ethnicity, and gender diversity. Our goals and objectives are listed in the Recruitment Activities section of this plan and achieving them are paramount for success.

### **GENERAL**

The Warren County Correctional Center recruits from a candidate pool open to residents of the State of New Jersey.

The Warren County Correctional Center is an equal opportunity employer in all facets of the personnel process.

### **CURRENT DEMOGRAPHICS**

The demographic composition of the service area and agency are represented in the following table:

*Data is based on the 2020 U.S. Census*	Warren County Population		Current CCPO Sworn Officers Male		Current CCPO Sworn Officers Female	
	#	%	#	%	#	%
Race						
White	95,700	87%	59	93.7%	5	62.5%
Black or African American	7,920	7.2%	4	6.3%	3	37.5%
American Indian/Alaska Native	550	0.5%	0	0%	0	0%
Asian	3,520	3.2%	0	0%	0	0%
Native Hawaiian and Other Pacific Islander	110	0.1%	0	0%	0	0%
Some Other Race	0	0%	0	0%	0	0%
Two or More Races	2,200	2.0%	0	0%	0	0%
Total	110,000	100%	63	100%	8	100%
*Data is based on the 2020 U.S. Census*	Warren County Population		Current CCPO Sworn Officers Male		Current CCPO Sworn Officers Female	
Ethnicity	#	%	#	%	#	%
Hispanic or Latino	13,640	12.4%	5	7.9%	1	12.5%
Not Hispanic or Latino	84,370	76.7%	58	92.1%	7	87.5%
Total	110,000	100%	63	100%	8	100%

## **RECRUITMENT ACTIVITIES**

- A. The best law enforcement recruiters are personnel currently serving in sworn positions. Therefore, every member is tasked with actively recruiting individuals they feel are qualified and have the potential to be an asset to the department. The Warden is responsible for the administration of the Recruitment Plan.
- B. The Corrections Department will take a proactive role in programs intended to attract qualified people to apply for positions within the Correctional Center. These programs include; but are not limited to:

- a. Establishing and maintaining contacts with community organizations and educational institutions and providing recruitment materials for display and distribution;
  - b. Participation in career day type programs at educational institutions and other public places and events;
  - c. Posting on going recruitment announcements on the Warren County Correctional Center's website
- C. Particular attention should be paid to attracting candidates in approximate proportion to the racial, ethnic, and gender composition of the County of Warren.
- D. Personnel assigned to recruitment activities, at career day and similar events and programs, will be provided with information so that they are knowledgeable in those matters as they pertain to agency management and operation. Those topics include, but are not limited to:
- a. Career opportunities
  - b. Salaries, benefits, and training
  - c. Hiring guidelines
  - d. Community information
  - e. Cultural diversity
  - f. Qualification and selection process
  - g. Eligibility requirements
- E. These recruiting materials will identify the Warren County Correctional Center as an equal opportunity employer and will include the following information:
- a. Explain the mission and values of the agency
  - b. Basic description of duties
  - c. Responsibilities
  - d. Requisite skills
  - e. Educational level
  - f. Other minimum qualifications and requirements

### **ANNUAL REVIEW, EVALUATION, and REPORTING**

- A. The Warden, or his/her designee, shall conduct an annual review of the Recruitment Plan and shall include, but not be limited to, performing an annual agency demographic review, determining whether any substantial disparities have been reduced, and if need be, revising the Recruitment Plan accordingly if the goals and objectives are not met.
- B. N.J.S.A. 52:17B-4.10 et seq. requires that each law enforcement agency must report certain law enforcement applicant data annually by January 31<sup>st</sup> for the preceding year. The data required to be reported is listed in the New Jersey Attorney General Guideline "Promoting Diversity in Law Enforcement Recruiting and Hiring" in Paragraph III.